

# CITY OF REDMOND ARTS COMMISSION

## MINUTES

July 8, 2004

Old Redmond Schoolhouse Community Center

*"Voice the views of the community to Mayor and City Council in reference to all cultural endeavors."*

**COMMISSIONERS PRESENT:** Chairperson Phil Teller, Jill Schmidt, Heidi Houghton, Latha Sambamurti

**ABSENT AND EXCUSED:** Vice Chair Kay Tarapolsi, Roy Leban; youth advocate Nicole Rollofson

**STAFF PRESENT:** Melna Skillingstead, Arts Administrator; Pam Maybee, Recording Secretary

**AUDIENCE PRESENT:** Abbott Smith, Katie Innes

• • • • • • •

## **AGENDA**

***Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.***

### **I. CALL TO ORDER**

Chairperson Phil Teller called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:05 p.m. at the Old Redmond Schoolhouse Community Center (ORSCC).

### **II. APPROVAL OF MINUTES**

The Redmond Arts Commission (RAC) minutes of June 10, 2004 were approved with the following amendments:

- Page 9, second paragraph: change Eysers to Ayers

**Motion for approval of the RAC minutes of June 10, 2004 as amended by:**

Commissioner Schmidt

**Second by:** Commissioner Houghton

**Motion carried:** 4-0 unanimous

The Redmond Arts Commission (RAC) *RETREAT* minutes of June 7, 2004 were approved as submitted:

**Motion for approval of the RAC minutes of June 10, 2004 as submitted by:**

Commissioner Sambamurti

**Second by:** Commissioner Houghton

**Motion carried:** 4-0 unanimous

### **III. ADDITIONS TO AGENDA**

None

### **IV. ITEMS FROM THE AUDIENCE**

Abbott Smith and Katie Innes introduced themselves as two of the three new RAC Commissioners who will be sworn in at City Council on July 20. Both gave brief bios of their art interests/experience. Smith is chair of the Art Department of the Digipen Institute of Technology in Redmond, and has an extensive background in the arts, including degrees in visual and performing arts; he is also involved in the literary arts. Innes has a Master of Arts in Museum Studies and has worked in many arts education-related organizations. She is familiar with installation and take-down of 3-D and 2-D art.

### **V. GENERAL RAC BUSINESS**

#### **A. Chair/Vice Chair**

Chair Teller asked Commissioners to look for good places to display the Outdoor Sculpture Garden around Redmond. He discovered an ideal corner location at Leary Way and Redmond Way.

Skillingstead reported she is talking with Public Works to endeavor to keep the approved/identified locations on one permit. Public Works will provide a GIS map to identify the sites. She suggested contacting businesses nearby the locations to find sponsors to put art in those places. Skillingstead also stated that the art placement would need to be approved by the technical committee, a month-long approval process. Schmidt advocated setting a deadline, i.e., getting the permit and starting the process now.

Teller asked Commissioners to carry a notebook to document areas, and be ready for discussion at the August meeting. *Commissioners will email all their suggestions to*

*Skillingstead, and she will email the master list to them to review for the August meeting.* Skillingstead clarified that the areas for the art would be located in the downtown area only, i.e., “old downtown” and Redmond Town Center.

## **B. Annual Report Approval**

Schmidt asked Commissioners to consider a better way to get the Annual Report published earlier for next year. She submitted that Commissioners need to decide if the report should be a small publication with just the statistics, or a larger production for a marketing piece. If they chose the latter, a Commissioner would need to take the responsibility for getting it published. Ideally, Schmidt would like to see a deadline set, with the information submitted sooner, so the report could be produced faster and printed at the City’s print shop during their slower time. Teller suggested using the City’s fiscal year as RAC’s business cycle, with the report due no later than RAC’s April meeting.

Skillingstead noted that in the past, the report was used as an educational piece, providing an update of RAC.

Houghton proposed setting up a template that could be used every year, and then revisit the template every certain number of years to update it. The design could already be set up on the print shop’s computer. Schmidt added it could be a revolving template featuring each program every third year.

Schmidt suggested writing down these ideas and discussing them at the September televised meeting. *Commissioners will bring their ideas and thoughts to the September meeting.*

Teller believed the Annual Report has value. He suggested rotating the task among Commissioners, giving an April 1 deadline every year. Teller proposed that Commissioner Leban be assigned to the task for the next year; another Commissioner would take it the following year, as so on. Those Commissioners taking the lead would receive a prize at the end of the report production.

**Motion for approval of the 2003 Annual Report as presented by:** Commissioner Schmidt

**Second by:** Commissioner Sambamurti

**Motion carried:** 4-0 unanimous

*Commissioners will send their photos to Skillingstead by Monday.*

## **C. Retreat Debrief**

Deferred to the September meeting when all Commissioners could be present for discussion.

#### **D. Derby Days Butterfly Sunglasses**

Schmidt brought the butterfly sunglasses she made for Commissioners to wear in the Derby Days parade. The parade is July 10. Skillingstead noted Commissioners must gather for the parade no later than 9:30 a.m.

#### **E. Fund Raising Letter to Mayor**

Since it was decided not to do the pilot fund raising, Houghton expressed concerns that different City departments are asking the same Redmond merchants for financial support, and that there is no coordination to prevent this overlap. Teller assigned Houghton to write a letter to the mayor regarding this concern, parameters, ordinances, etc. ***Houghton will talk with Kate Cochran first, for her previous ideas. Houghton will send a draft letter to Skillingstead before sending to Mayor.***

### **VI. Performing/Literary Arts**

#### **A. Project(s) Status**

##### **1. Derby Days**

Sambamurti reported that all is in place for Derby Days. She asked all Commissioners to come in cleaver costumes and their butterfly glasses. They will distribute Arts in the Parks flyers. Teller will be driving his art car along side them, and the Bhangra dancers will be dancing as well.

##### **2. Committee Meeting Report (E-mailed)**

None

#### **B. Funding/Marketing**

##### **1. Arts in the Parks**

Sambamurti reported the following Arts in the Parks marketing:

- City has details of event.
- RAC phone information line has been updated.
- *Redmond Reporter* and *Eastside Journal* have two ads each that will appear next Wednesday.
- Flyers will be distributed around Redmond, including the hotels/motels.
- The event will be advertised on the events calendars of prominent web sites.
- Will hear in two weeks regarding financial support from Mervyns.
- Will be approaching private sponsors for Winter Performance Series.
- Patrick Hirsch, RCTV, will interview Sambamurti for Arts in the Parks series.

Schmidt thanked Sambamurti for all her hard work in organizing and marketing the performing arts events.

## **C. Staff Reports**

### **1. Arts in the Parks**

*Skillingstead asked Commissioners to get their corporate security parking registration form ahead of time for the Microsoft concert parking.*

Commissioners will receive have parking places available if they let her know beforehand which concert they are attending. Of the four Microsoft concerts, the mayor will announce the first, Leban will announce two, and Sambamurti will announce the last one. *Commissioners will let Skillingstead know if they would like to announce at other Arts in the Parks concerts so a script could be written for them.*

### **2. Write Out Loud! Final Report**

Skillingstead asked Commissioners how they would want to approach funding *Write Out Loud!* for 2005. Options could be either funding through the Organizational Support Grant or from the literary arts budget as in years past. Skillingstead noted the organization, RASP, has not had to compete for the funding. Also, it has been in existence for seven years, yet has not grown.

Schmidt asked what would happen to the literary arts money if RASP was funded through the Organizational Support Grant. Skillingstead replied that some money will go back into performing arts where it came from, and some to other literary arts programs. She noted grant program money could be considered, while staying within the percentages. Schmidt stated she would not want to penalize other organizations who would receive Organizational Support Grants by giving them less.

Teller proposed that this year would be the last year the RAC financially supports *Write Out Loud!*. Skillingstead stated she had made RASP aware of that possibility, yet, Commissioners would need to decide how they want to do that. Skillingstead stated that it seemed unfair to give money to a seven-year organization and not to other emerging organizations. Schmidt reminded that RASP was doing a literary endeavor that RAC wanted to do; RAC was paying them to do “RAC’s job.” She did not believe it was a fairness issue.

Houghton suggested offering a third grant category.

Schmidt asked Commissioners what they wanted to do regarding the literary arts program (as there is no chairperson to spearhead), if and how it should be supported.

Teller considered there must be other areas from which funding could come so literary arts funding could be kept in the performing arts budget. Skillingstead noted the teen poetry slam brought in the numbers last year, and suggested *Write Out Loud!* could work with the Teen Center on a different program (apart from the *Write Out Loud!* event). Schmidt also noted the guest writer in 2002 drew a crowd.

Houghton advocated that *Write Out Loud!* as an emerging organization would need support longer than seven years. She emphasized that programs are smaller due to a sign of times, the economy, or the character of Redmond.

Teller asked Schmidt to prepare a statement and convince Commissioners of the need for literary arts, *Write Out Loud!*, etc. Schmidt emphasized the Commission would need to take an active stand in its decision of whether or not to support the event. Smith stated that he has been active with RASP, and he volunteered to help Schmidt. ***Schmidt and Smith will bring a report to Commissioners in the September meeting.***

Skillingstead proposed the support percent could be at lower level, e.g., instead of \$2,500, it could be lowered to \$1,500. Houghton advocated not pulling money from RASP for this next year as they have started planning; rather, set the parameters for following year. Also, RAC could ask *Write Out Loud!* to set goals they need to reach in order to continue to receiving funding.

Teller confirmed with Skillingstead that the money could come from two budgets, Literary Arts and the Organizational Support Grant.

Schmidt emphasized that a Commissioner would need to be committed to the literary arts program, as a liaison to RASP. Houghton asked that an email be sent now to Commissioners, explaining the need (i.e., for a Literary Arts chair), and that it would be discussed at the August meeting. ***Skillingstead will send the email, and put it on the August agenda for discussion.***

### **3. Derby Days Parade Entry**

Skillingstead reminded Commissioners to take the water bottles provided for the parade. ***Teller will take the water and pack the bottles in ice. Teller and Sambamurti will bring snacks. Skillingstead asked Commissioners to bring back unused water bottles to ORSCC.***

## **VII. Visual Arts**

### **A. Project(s) Status**

#### **1. Heritage Theme Art Exhibit**

Houghton reported Miguel Llanos, Redmond Historical Society, spoke to the Visual Arts Committee regarding a heritage theme art exhibit. He proposed a contest for artists to paint heritage or present day pictures or photographs of Redmond depicting its history. The Historical Society would keep the paintings/photos to use on postcards or calendars, etc. Llanos asked the committee to consider if and how they may want support the effort. Houghton suggested support via the RAC mailing list, and/or donating hall space at ORSCC for hanging the photos/paintings. Llanos will present a formal proposal at the August or September committee meeting.

#### **2. Pullman Art Commission**

Skillingstead confirmed that the representative from Pullman who wanted to learn from her how to set up an arts Commission and glean ideas from RAC decided not to come at this time.

#### **3. ORSCC Gallery Selection Panel**

Houghton reported a selection panel will be formed on July 26 for the next ORSCC gallery artists. Houghton proposed a teen/senior show. A selection panel would be made up of teens and seniors who would choose art created by teens and seniors.

#### **4. Outdoor Sculpture Garden Update**

Houghton referenced the email sent to Commissioners from Tarapolsi that contained the draft letter designated to go out to businesses for sculpture placements. *Houghton reported that Tarapolsi would follow through with this process.*

#### **5. Events at Redmond Town Center Open Space**

Houghton reported that the City can only hold three events per year on Redmond Town Center's open space. It was suggested to approach the Center to ask them to host the opening of the Outdoor Sculpture Garden. Skillingstead reported a date has been set for September 18, at 11:00 a.m. *Skillingstead will send an email to Kelly Gast to inquire if that date would work for Town Center, should they wish to host the event.*

#### **6. 4Culture City Hall Art Selection**

Houghton reported that King County 4Culture has set up an artist selection panel on August 12 and 26 for the new City Hall glass commission project, and on August 19 and September 2 for the parking garage project. The selection panel would be made up

of the mayor and/or City department heads, a representative from RAC, Public Works, builders, and architects, as well as a professional artist. Skillingstead noted she has emailed the mayor, inviting her or her recommended council member, or a department representative who would be using the new hall.

## **7. Committee Meeting Report (E-mailed)**

None

## **B. Funding/Marketing**

None

## **C. New Business**

### **1. Collection Policy**

Houghton proposed possibly putting together a collection policy to set parameters for the City's art collection. A list could be categorized by medium in order to see strengths and weaknesses. Houghton would like to see information from other cities regarding their public collection, their philosophies, how they choose their art, parameters, and how important it is for a city to have public art. She mentioned that former commissioner, Kate Cochran, could possibly do this. Skillingstead stated she already had all the information in a spreadsheet document. Schmidt suggested using that as a basis from which to build.

Schmidt reported on a newspaper article entitled "Benefits of Public Art Far Outweigh the Costs." It featured how important it was for a city to have public art, answering the question of why cities spend money on art when, in the public's perception, there are other/better places for the money. Smith concurred it was a good article, providing very good answers to the questions. He also referenced a second good and interesting article entitled, "Exhibit Casts Concrete in a Whole New Light." *Schmidt will email information about the articles to Commissioners.*

### **2. Art Hanging System for the Teen Center**

Houghton proposed possibly buying a system in which to hang art in the Teen Center. *She will talk with Sandra Bettencourt to find out costs.* Schmidt affirmed it was a great idea and encouraged Houghton to move ahead with it.

## **D. Staff Reports**

### **1. Perrigo Park Grand Opening & Art Dedication**

Skillingstead reported the official Perrigo Community Park grand opening is scheduled for July 31, at 11 a.m. The art dedication part of the ceremony will be "low key."



*Commissioners will volunteer to help with the dedication.* Skillingstead will coordinate with Elizabeth Conner and Glenn Herlihy to confirm their participation in the ceremony.

## **2. Firefighter's Bench Dedication**

Skillingstead reported the firefighter's bench dedication is scheduled for Saturday, October 9, at 1:00 p.m. It will be tied in with the Fire Station's open house for Fire Safety and Prevention Week. The Redmond Rotary has been informed of the date. The bench is scheduled for completion by August.

## **3. Outdoor Sculpture Garden Opening**

The Outdoor Sculpture Garden opening is scheduled for September 18. Details will be forthcoming.

# **VIII. Arts Education/Grants**

## **A. Project(s) Status**

### **1. ArtsTime**

Schmidt reported she is planning to talk with Una McAlinden, WAAE executive director, within the next two weeks regarding the ArtsTime idea.

Houghton reported she is using the draft copy of the second and third grade curriculum at home—home-schooling her children—and it is easy and works very well. Smith expressed interest in working with the Arts Education curriculum activity. *Schmidt will meet with Smith and explain the program to him.*

### **2. Committee Meeting Report (E-mailed)**

None

## **B. Funding/Marketing**

None

## **C. New Business**

### **1. New Arts Education Committee Members**

Schmidt reported that the head of the art docent program at Ben Rush Elementary has expressed interest in coming to the Arts Education Committee meetings. *Schmidt will inform her that the committee is taking the summer off, but will solicit her*

*participation for the fall. Schmidt also volunteered to help establish the next person on the Arts Education Committee.*

## **2. Exit Interviews**

Houghton asked Commissioners to consider holding an “exit interview” with those Commissioners who leave. She was especially interested in interviewing Kate Cochran to glean any of her ideas that perhaps were not communicated to the Commission before she left. Skillingstead noted that Cochran offered to be involved in the cultural plan development. Schmidt asked Houghton to contact Cochran to see if she would like to meet informally first. *Houghton will contact Cochran.*

## **D. Youth Advocate Report**

Rollofson was absent from this meeting.

## **E. Staff Reports**

None

# **IX. GENERAL DISCUSSION AND CORRESPONDENCE**

## **A. Discussion**

### **1. Next month’s RAC meeting theme**

Skillingstead chose “Japan” as the theme for the August meeting.

## **B. Correspondence**

None

# **X. ADJOURNMENT**

**Motion to adjourn by:** Commissioner Schmidt

**Second by:** Commissioner Sambamurti

**Motion carried:** 4-0 unanimous

The meeting adjourned at 8:25 p.m.

Minutes prepared by Recording Secretary, Pam Maybee

**NEXT REDMOND ARTS COMMISSION MEETING:  
August 12, 2004**

**Old Redmond School House Community Center**  
**7:00 p.m.**

# Redmond Arts Commission

**Meeting: July 8, 2004**

## **Audience Present**

*Please note: Information provided at this public meeting becomes part of the City's permanent record.*

NAME	ADDRESS	PHONE
Abbott Smith	10408 184 <sup>th</sup> Ave NE	425-883-1326
Katie Innes	16918 NE 42 <sup>nd</sup> St	425-883-0982